



Wyoming Department of Education

Dr. Jim McBride, Superintendent of Public Instruction
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MEMORANDUM NO. 2010-077

TO: School District Superintendents
School Principals

FROM: Shannon Cranmore *SC*
EDFacts Coordinator/Project Manager
Information Management Unit

DATE: April 9, 2010

SUBJECT: Data Collection Forum

Data Collection Forum Meeting

Please share this information with all office and program staff

The next Data Collection Forum Meeting is scheduled for **Tuesday, April 27, 2010, from 3:30-5:00 pm** via the WEN Video.

The purpose of this meeting is to discuss the School District Funding Model Recalibration process, as well as new requirements for collecting and reporting full legal names of students. Please ensure all staff affected by these subjects attends this meeting.

Data Collection Forum Meeting Agenda for April 27, 2010, 3:30-5:00 pm

- 3:30-3:35 Welcome and Introductions
- 3:35-4:15 School District Funding Model Recalibration
 - Select Committee
 - Data Request Process
 - Emails
 - Questions
- 4:15-4:55 Reporting Full Legal Names of Students
 - Why is Data Quality Essential?
 - Accurate identification
 - Eligibility for services
 - Assessment and funding purposes

- Statewide Longitudinal Education Data System Requirements
 - Sustainable enterprise education information system
 - Fully link student record over time
 - Decrease data-reporting burden for school districts
- WS § 21-2-203
 - Requires districts to collect full legal names for students beginning in the 2010-11 school year
 - Required to maintained within the Student Registration System
 - Required to be reported on all WDE student level data collections
- Standards for Collecting and Reporting Full Legal Names
 - Types of documentation permitted for verification purposes
 - Who needs to know this information
 - When will more information be available

4:55-5:00 Hot Topics

- Hot Topics will be on the agenda for every Data Collection Forum Meeting. During this time, districts will be given the opportunity to provide input and ideas on specific data related items they would like the Data Collection Forum to address at future meetings. These items will not be discussed and questions will not be answered during this time frame.

This meeting is open to all district and school staff. **Please encourage those that are responsible for collecting and reporting data to attend.** WDE recommends that each district have at least one representative at this meeting.

For more information on the Data Collection Forum, please view Superintendent's Memo #2009-109 dated August 14, 2009.

If you are interested in joining this meeting, please contact your local WEN Video scheduler to sign up your site.

If you have any questions about the Data Collection Forum or this meeting, please contact Shannon Cranmore at scranm@educ.state.wy.us or 307-777-6245.